

## **Request for Proposals**

### **Pittsburgh International Airport**

#### **Temporary Art Exhibition**

##### **I. Mission**

The Pittsburgh International Airport is committed to promoting the rich culture and arts of the Southwestern Pennsylvania Region. The Airport is seeking proposals from regional museums, cultural institutions, galleries, and others to develop temporary art exhibitions in the terminal to welcome passengers to the Pittsburgh region.

##### **I. BACKGROUND:**

The Art in the Airport Program manages a permanent art collection of style, diversity, and beauty to be enjoyed by our traveling public and employees, and promotes temporary exhibitions to enhance the airport environment.

##### **II. DETAILS ABOUT THE OPPORTUNITY:**

This **Request for Proposals** is open to organizations, groups and individuals engaged in the arts and culture in the Pittsburgh region who are interested in developing a temporary exhibition for Pittsburgh International Airport. Pittsburgh International Airport is the front door to our region, and The Allegheny County Airport Authority wishes to make the facility welcoming for the traveling public. Submissions should address this audience in a creative and welcoming manner.

- The exhibition will run from November 12, 2010 to June 30, 2011.
- The exhibition can focused on the visual art, history, and culture of the Pittsburgh region.
- Due to space restrictions, objects on display must be two dimensional or small sized three dimensional works.
- The deadline for submission is Friday, October 8, 2010.
- An honorarium of \$2,500 will be awarded the selected exhibitor to cover exhibit expenses.
- Submissions are reviewed and recommended by an Airport Art Panel and will be approved by the Allegheny County Airport Authority Board of Directors.
- The ACAA will also require the successful Proposing Entity to maintain the following insurance coverage while they are installing their art work at the airport: Workers Compensation, Comprehensive General Liability, Automobile Liability, and Umbrella Excess Liability in amounts to be determined. ACAA has the right to modify insurance requirements as they deem appropriate.
- The Proposing Entity will be responsible for working with Airport staff to install the exhibition in the terminal.

### **III. EXHIBITION OPPORTUNITY SITES:**

#### **Exhibit Cases**

There are currently three exhibition areas comprised of four display cases located within the Landside and Airside Terminal (see attachment for dimensions).

#### **Wall Spaces**

Wall Spaces in the Airside Terminal are also available for two-dimensional artwork (see attachment for dimensions).

### **IV. PROPOSAL REQUIREMENTS:**

#### **Applicants should submit a proposal that includes the following information:**

A. Contact information of the applicant including name of the organization or individual, name of the key contact person, address, telephone number, email address and website.

B. An Exhibition Summary of no more than 3 pages submitted in an MS Word document (2007 or earlier) or Acrobat PDF format which includes:

- i. Title of proposed exhibition/installation
- ii. A statement of why this exhibition will be engaging to general airport visitors.
- iii. Detailed description of the exhibition content, themes, objects, and installation method.
- iv. Information about the curatorial or exhibition history of the applicant.
- v. Applications should be PC compatible.

#### **C. Images of Exhibition Contents**

1. A CD with one image of each object to be included in the exhibition. Images should be in JPG format, no larger than 5" x 7" and 300 dpi. Each image should be no larger than 1MB. Please label your JPGs with the applicant's organization or last name, first initial and the number that reflects the order of the slides.

(example: if your name is Gertrude Stein, the first artwork on your disc should be stein\_gertrude\_1.jpg and the second image should be stein\_gertrude\_2.jpg.)

2. A image script that includes a short description of each photograph on the CD. A digital copy of this checklist must be included on the CD, and a paper copy must be included in the application. The description for each image should include the following information as applicable: artwork title, object name, dimensions, materials, budget, location, and a brief summary.

3. Artist teams may submit a combined total of up to 10 images total, not 10 images for each artist.

**D. Credentials:** Résumé or CV, exhibition record and/or artist statement for each artist/group involved in the exhibition, no longer than three pages per applicant.

**V. EVALUATION CRITERIA:**

**The Airport Art Advisory Committee will evaluate the proposals using the following criteria**

- a. Cultural, educational, and/or artistic merit
- b. Vision, imagination, and presentation of content
- c. Quality of display plan
- d. Organizational/ professional curatorial experience
- e. Feasibility of proposal

**VI. SUBMISSION GUIDELINES :**

**Submissions must be postmarked by October 8, 2010.** Emailed applications and late applications will not be accepted. Partial submission of information will not be accepted for review. Applications will not be returned.

Send submissions to:

JoAnn Jenny  
Director, Communications  
Allegheny County Airport Authority  
Pittsburgh International Airport  
P.O. Box 12370  
Landside Terminal, Fourth Floor Mezzanine  
Pittsburgh, PA 15231

**VII: Questions?**

[jjenny@FlyPittsburgh.com](mailto:jjenny@FlyPittsburgh.com)

If you have questions regarding this RFQ, please contact JoAnn Jenny.

# Pittsburgh International Airport

Display areas for art

# Landside- Ticketing Level

## Display case on south wall

Left side of display case

- *Dimensions:*
  - 10 ft. long
  - 7¾ ft. high



Right side of display case

- *Dimensions:*
  - 10 ft. long
  - 7¾ ft. high

# Airside- Concourse D

## Free standing display case

- *Dimensions of case:*
  - 55 ½ inches in length
  - 38 ½ inches in width
  - 25 inches in height
  - case has approximately 90 angled sides
- *Posters on sides of base:*
  - 24 inches by 18 inches



# Airside- Concourse D

## Wall space at the end of Concourse D

- *Dimensions for wall on left of post:*
  - 23 ft. long
  - 9.5 ft. high
- *Dimensions for wall right of post:*
  - 12¾ ft. long
  - 9.5 ft. high

